

The following are "unofficial minutes", subject to change at the next meeting.

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

www.pembinacountynd.gov

December 15, 2020

8:30 AM

Board of Pembina County Commissioners met at 8:30 AM in the Commissioners Meeting Room of the Courthouse with the following members present: Jim Benjaminson, Laverne Doyle, Nick Rutherford and Hugh Ralston. Absent: Hetty Walker.

Chairman Ralston called the meeting to order. An Admission of Service will be added to the agenda.

Motion made by Laverne Doyle and seconded by Jim Benjaminson to approve the December 1, 2020 meeting minutes as presented. All voting in favor; motion carried.

Motion made by Laverne Doyle and seconded by Jim Benjaminson to approve the December 8, 2020 Special meeting minutes as presented. All voting in favor; motion carried.

Commission discussed Board appointments. Auditor will contact those individuals that were reappointed but have not returned their Certificates of Appointment. Motion made by Jim Benjaminson to reappoint Chuck Thacker to the Water Board. Seconded by Nick Rutherford. All voting in favor; motion carried.

Commission discussed 2021 liquor licenses. Motion made by Laverne Doyle and seconded by Jim Benjaminson to approve the current liquor licenses fees for 2021 and authorize the Chairman to sign the licenses. All voting in favor; motion carried.

Andrew Kirking, Emergency Manager/Weed Officer, presented the updated five year mitigation plan. Andrew has presented the plan to the State for initial review and it was approved. Andrew highlighted the minimal changes that were made to the plan, which adds some mitigation for cities. The largest change was the Enbridge Pipeline replacement project. Motion made by Laverne Doyle and seconded by Nick Rutherford to approve the plan as presented. All voting in favor; motion carried. The plan will now go back to the state who will forward to FEMA for final approval.

Motion made by Laverne Doyle and seconded by Jim Benjaminson to authorize the Chairman to sign the County deeds, one for the sale of county property at the annual sale held November 17, 2020 and the other for a private sale in the City of Walhalla. All voting in favor; motion carried.

Commission reviewed a Summons and Notice of No Personal Action related to property described as Lot 6, Block 1, Werven Addition, City of Walhalla, which was Quit Claimed to Lawrence Werven in February 1998 by Pembina County. The object of the action is to quiet title to said premises and make no personal claim against the defendants. Motion made by Jim Benjaminson and seconded by Laverne Doyle to authorize the Chairman to sign the Admission of Service as presented. All voting in favor; motion carried.

Kay Braget unable to attend the meeting. Commission reviewed three proposals for the 2021 Court Facilities Improvement Grant request. The project would consist of moving the jury room to the Court Recorder's office and remodeling the existing jury room as the Court Recorder's office. Proposal A includes all materials and labor for the project and has an estimated cost of \$20,002.09, with the county contribution being 25% or approximately \$5,000.52. Proposal B has an estimated cost of \$17,311.44, with the county share being \$4,327.86 Proposal C has an estimated cost of \$11,861.74, with the county share being \$2,965.44. Motion made by Laverne Doyle and seconded by Jim Benjaminson to approve Proposal A as presented. Roll call vote: Jim Benjaminson – yes; Laverne Doyle – yes; Nick Rutherford - yes. Motion carried.

Commission reviewed the consent agenda, consisting of the November financial statement and claims. Motion made by Laverne Doyle and seconded by Nick Rutherford to approve the consent agenda as presented. All voting in favor; motion carried.

Motion made by Nick Rutherford and seconded by Jim Benjaminson to approve the processing of a year-end batch of claims, with the checks being held until the next meeting for approval. All voting in favor; motion carried.

Commission joined the Water Board's virtual meeting for the Tongue River Cutoff Channel Improvements project update. Zach Hermann, Houston Engineering, presented the preliminary findings of the engineering assessment. Commission also discussed adding vandalism insurance to the five dams that have water release valves and the possibility of adding security cameras to these areas. Water Board members are in favor of both additional insurance and surveillance cameras. Auditor and Water Board Secretary will visit with Samantha Weeks, 911/IT/GIS Coordinator regarding surveillance options.

Jeff Daley, Kadramas, Lee & Jackson, updated the Commission on the box culvert project and County Road 1 project. Jeff thanked the Commission for Pembina County's business over the past year.

Devin Johnson, Highway Superintendent, informed the Commission the bridges chosen as Priority 1-3 on the Federal Aid project sheet submitted to the North Dakota Department of Transportation did not qualify for Federal funding. Devin and Jeff had a limited amount of time to send in new projects for approval. The new bridges chosen were 34-110-30.0, 34-126-10.1, and 34-130-32.0.

Drainage permit received from Ronald P Symington to remove a culvert from an unused approach, $\frac{3}{4}$ mile south of County Road 55 on County Road 12, in the NW $\frac{1}{4}$ of Section 10 of St Joseph Township. The permit has been signed by the landowner and approved by Devin Johnson, Highway Superintendent. Motion made by Laverne Doyle and seconded by Nick Rutherford to authorize the Chairman to sign the permit as presented. All voting in favor; motion carried.

Devin presented a bid from Nelson Leasing, Inc. for a 2022 HV513 SFA plow truck for \$111,941.22 Motion made by Nick Rutherford and seconded by Laverne Doyle to authorize Devin to purchase the truck. All voting in favor, motion carried.

Robert Fleming, Cavalier City Attorney, and Kelli Truver, Cavalier City Auditor, met with the Commission to discuss the library contract. Commission reviewed the Memorandum of Understanding and the County Library Service Agreement between Pembina County and Cavalier Public Library, Walhalla Public Library and Pembina Public Library. Motion made by Nick Rutherford and seconded by Laverne Doyle to authorize the Chairman to sign the Memorandum of Understanding and the County Library Service Agreement as presented. Roll call vote: Jim Benjaminson – yes; Laverne Doyle - yes; Nick Rutherford – yes. Motion carried.

Motion made by Nick Rutherford and seconded by Jim Benjaminson to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 11:45 AM.